

The Max City Council met Monday, March 4, 2024 at 7:00 pm. Council members Swanson, Adams, Fritel, and Vert were present. Mayor Zabka absent. Visitors attending were Ray Iverson, Doug Zabka, Kathy Huettl, Ward Heidbreder, and Jody Gullickson.

Meeting called to order.

Fritel moved to approve and dispense with reading minutes from February; Adams second. Vote all aye. m/c/a.

Ray Iverson discussed with council some suggested facing ideas for the museum and getting bids for the work. Council reminded that he will need to get approval from the newly appointed museum board. Iverson and Zabka both discussed new sign ideas for the museum. Discussion was held regarding the liability of the city insurance for the food pantry. It was suggested that Iverson look into obtaining insurance on the contents of the food pantry based on city insurance only providing liability for city owned property. The question arose about the insurance for the museum, and whether the city insurance covers its contents. Iverson will look into the matter. Zabka discussed that the museum board made the decision to pay the utility bills for the museum, starting next month, to alleviate the burden of the city. Also discussed were changes to the museum bank accounts, and the possibility of selling an electric furnace located in the basement.

Jody Gullickson updated council on the funding status of the Auditor's office remodel, there were some funding that fell through. Discussed was the option of going ahead with the project, and addressing the carpeting at a later date. The electrical work needed was discussed, and Doug Zabka expressed that he is willing to help. Also, one bid has been obtained for the ceiling repair, and one more should be done in the next few days. Adams motioned to approve the work for the lowest bid as soon as the second one comes in. Vert second. Vote all aye. m/c/a. While the Auditor is out of town Gullickson will keep in contact with Swanson in regards to the repairs to the ceiling.

Ward Heidbreder of North Dakota Rural Water Association presented some ideas about how the city could accumulate funds for future replacements of curb stops. He is willing to work with the city to come up with a cumulative savings plan. Council will give the ideas consideration.

Maintenance presented needed supplies for city hall, and a faucet for the Senior Center. Vert moved to approve the purchase of the items. Adams second. Vote all aye. m/c/a. Maintenance informed council of upcoming Water Certification Testing that will need to be paid for before the testing date. Adams motioned to pay the costs. Fritel second. Vote all aye. m/c/a. A bid was presented for tire disposal at the landfill. Tabled until next meeting.

The Aramark contract was presented to council. Discussion was held on the cost of their services compared to buying the rugs and supplies. Council agreed that it would be more cost efficient for the city to purchase items and maintain them. Vert motioned to cancel the contract. Adams second. Vote all aye. m/c/a.

A local permit was permitted for the Our Savior Lutheran Church for a Bingo event to raise money for their roof and rain gutters. Fritel motioned to approve the permit; Adams second. Vote all aye. m/c/a.

Fee use of the civic hall requested by Our Savior Lutheran Church for their Bingo fund raising event, and the Red-Light Bar requested the hall for the Harper Weltikol' s Medical Benefit. Vert motioned to approve. Fritel second. Vote all aye. m/c/a.

Bills to be paid in March were presented. Adams motioned to pay the bills. Vert second. Vote all aye. m/c/a.

BILLS TO PAY-MARCH 2024

ENTITY	DESCRIPTION	AMOUNT
Amazon	Map Rack for Archive Closet-Paid online 2/09/24	203.18
Aramark	Rugs and Supplies Inv #2550282098, 2550288069	341.54
Beall Law Office PLLC	Quit Claim Deed, Correspondence, and Fees to McLean County	610.00
Circle Sanitation	Garbage Service Contract	4,207.75
DEQ	Water Testing and training done in July 2023	166.83
EFTPS	Payroll 941 Liabilities-Paid online (Employer Portion) February 2024	613.30
First District Health	Water Testing	30.00
MDU	Natural Gas Utilities	842.14
Max Farm Services	Fuel Costs	548.41
McLean County Assessor	Assessor's Fees	1,485.00
McLean County Sherriff's Dept.	Police Protection	2,685.52
Microsoft Office	Cloud Storage-paid online	1.99
Municipal Judge	January 2024 Judges Pay	178.00
NPRWD	Purchased Water	4,193.40
NorDak North Publications	Publishing- estimated, waiting for the bill	159.44
Ottertail Power Company	Electric Utilities	1,528.89
QuickBooks	January Subscription	137.50
Reservation Telephone Company	Phone and Internet-Estimated, still waiting on bill	404.00
Sanford Health OccMed	Ergonomic Assessment	157.38
Sundre Sand & Gravel	Salt/sand	905.16
Swanston Equipment	Oil Change Supplies & Skid Steer Repairs	1,385.52
US Postal Service	2 Rolls-Post Card Stamps	116.00
Wild Prairie Solutions	Curb Stop Replacement	5,151.00
Total		\$26,051.95

The financial reports for February were presented. Fritel motioned to approve the reports. Vert second. Vote all aye. m/c/a.

Presented was the 2023 Annual Financial Review that is to be submitted to the State Auditor's Office, every year. It was discussed that the positive balances, for the General Fund, Water Fund, and the Sewer Fund be transferred from the General Ledger Account to the investment accounts for each fund. Vert motioned to approve the transfers, contingent on the state deeming the report is in compliance. Fritel Second. Vote all aye. m/c/a.

Delinquent accounts were presented. Council directed the auditor to send pink slips and/or shut off notices as needed.

Office supplies were requested. Adams motioned to approve. Fritel second. Vote all aye. m/c/a.

Adams motioned for the meeting to adjourn. Fritel second. Meeting adjourned.

Next council meeting is tentatively scheduled for April 1, 2024, at 7:00 pm.

2023 Annual Fund Balances with income and expenditures are as follows:

General Fund Income-\$268,801.20; Expenditures-\$259,597.32; Year Ending Fund Balance; \$9,203.88.
Street HWY Maintenance Fund Income-\$50,368.42; Expenditures \$48,663.17; Year Ending Fund Balance,
\$1,705.25. Cemetery Fund Income-\$1,629.42; Expenditures \$556.52; Year ending Fund Balance,
\$1,072.90. Street Improvement Bond Income-\$80,975.97; Expenditures \$94,100.00; Year ending Fund
Balance; (13,113.41). Water Tower Fund Income-\$21,019.04; Expenditures; \$19,500.00 Year end Fund
Balance; \$1519.04-Municipal Infrastructure Fund Income-\$50,591.79; Expenditures; \$0.00. Year end
Fund Balane; \$50,591.79. HWY Legacy Fund-Income \$8499.32; Expenditures; \$0.00; Year end Fund
Balance; \$8,449.32. Water Fund-Income \$86,711.05; Expenditures; \$81,001.60; Year end Fund Balance;
\$5,709.45. Sewer Fund Income-\$17,267.24; Expenditures; \$1,694.00; End of year Fund Balance;
\$15,5743.24. Garbage Fund Income \$49,164.46; Expenditures; 49,760.10; End of year Fund Balance
\$(595.64).

Cody Swanson

Anita Porter